

# Roanoke Connect #31

eNewsletter  
JUNE 20, 2007

Dear Stuart,

Over 2100 individuals receive this eNewsletter. To read about some of our **40+ success stories** [click here](#). If you are a success story, then let us know.

## 5 O'Clock Career Network - Monday, June 25 @ 5 pm

[Roanoke Connect](#) and [Career Connection](#) are teaming up to host a free workshop for seekers looking for job search strategy and technique assistance. This is the 7th event and the reviews by job seekers has been very good. RSVP Dave at [dcl@careersva.com](mailto:dcl@careersva.com) if you would like to come to 111 Franklin Plaza, Suite 305 in downtown Roanoke on Monday, June 25 at 5 pm.

## Virginia Tech - ALL AVAILABLE

These are the [latest positions](#) the university is advertising for their classified staff positions. Look for pay band 4,5 or 6.

## New River Voice - Sales Representatives

The [New River Voice](#) is looking for contract sales representatives who can locate and contact potential clients. Paid on commission based on sales generated: 10 - 20 hours per week; business casual.

For more info, contact Tim Jackson at [timwjackson@mac.com](mailto:timwjackson@mac.com)

## Tecton Products

Tecton Products has the following positions available. For more information, contact Adrienne at [ABarnett@tectonproducts.com](mailto:ABarnett@tectonproducts.com).

### Engineering Internship

- Work with existing engineering staff to document equipment design and make modifications
- Use of ProENGINEER software (training provided) to model equipment
- Conduct design review session to demonstrate functionality of the designs
- Mechanical engineering background required

### Controls Technician

- Troubleshoot, install, maintain and repair equipment control systems
- Understanding of control fundamentals including relays, contacts, solenoid and PLC's
- 2 year technical degree or 5+ years manufacturing experience working with PLC programming is required

## **Machine Operator - Nights**

- Manufacture composite components to required specifications through efficient operations of production equipment
- Familiarity with hand tools and measuring equipment
- Monitor and document processing controls using SOP's
- Troubleshoot and correct process related defects
- Disassemble, clean and reassemble equipment
- Requirements include strong mechanical aptitude and basic math skills
- Shift hours include 6:30 pm till 6:45 am
- Salary range: \$11.20 - \$12.75

## **Windsor Hills Apartments - Assistant**

[Windsor Hills Apartments](#) in Blacksburg is seeking an assistant that reports to the property manager. The person will keep and maintain accounting records.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

- Prepares bank deposits
- Performs systems input to include: deposits and adjustments, applications, move ins/outs, renewals and cancellations.
- Prepares renewal list spreadsheet for approval.
- Performs the month end closeout and first of the month billing.
- Processes all invoices
- Files evictions and attends court
- Assists residents in reviewing leases.
- Delivers 5-day notices to vacate.

For more info, contact Kerri at [kmcwalters@windsorhillsapts.net](mailto:kmcwalters@windsorhillsapts.net).

## **Express Personnel**

The following positions available include legal secretary, collector, production supervisor, electronic technician and executive assistant. For more info, contact [tiffany.worstell@expresspersonnel.com](mailto:tiffany.worstell@expresspersonnel.com).

The following positions available include loffice manager, office assistant, part-time customer service/office support, front office clerk. counter sales. For more info, contact [Michelle.Glynn@ExpressPersonnel.com](mailto:Michelle.Glynn@ExpressPersonnel.com)

## **Business Development and Assistant Office Supervisor**

[Bright Services](#) has the following positions they are trying to fill.

### **Business Development -**

Bright Services is hiring for permanent staff position.Sharp, professional sales personality with

outstanding communication skills to explain staffing programs (outside) to Roanoke Companies. Excellent pay, benefits, and bonus potential. Please send resume to: [susan@brightservices.net](mailto:susan@brightservices.net)

#### **Assistant Office Supervisor -**

Bright Services is hiring for permanent staff position. Interviewing, job assignments, quality assurance, marketing, and customer service. Excellent pay, benefits and bonus potential. Please send resume to: [susan@brightservices.net](mailto:susan@brightservices.net)

### **Free Event for College Students Thursday, June 21 5:35 pm**

The [NCTC](#), [Roanoke Regional Chamber of Commerce](#) and the [City of Roanoke](#) are once again creating social and professional opportunities for college students this summer who will be in the Roanoke and New River Valley. The next event is Thursday, June 21 at 5:35 pm at 202 Market with the young professional group [NewVaConnects](#) and their 5:35 mixer. To register, email Angela at [ab@thetechnologycouncil.com](mailto:ab@thetechnologycouncil.com).

### **Links**

#### **Helpful Links**

These links may be helpful to you in your job search process.

[MyHometownJobs.com](#)

[Express Personnel](#)

[Renick Group](#)

[Major Employers](#)

[RoanokeWantsU](#)

[Bright Services](#)

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[City of Roanoke](#)

[Roanoke County](#)

[City of Salem](#)

[Botetourt County](#)

[Franklin County](#)

[Montgomery County](#)

### **Cox Communications**

#### **Account Executive/Go Scout Account Executive**

The purpose of this position is to grow an existing client list and most importantly to develop new cable advertising clients. The incumbent is responsible for cultivating and maintaining effective communications and relations with customers and for servicing the account after the initial sale is made.

Deadline: June 24, 2007

Salary: This position pays a base salary plus commission.

**Account Coordinator**

This position will coordinate the acquisition and fulfillment of advertising orders acting as the face between client, Account Executive and other support staff. Key duties include creation of STRA' orders for traffic entry and coordinating production/promotions implementation and responding to special client needs assistance per the Account Executives.

Deadline: June 24, 2007

Starting Salary Range: \$28k-\$35k

**Inbound Sales Supervisor**

Cox Communications is looking for an Inbound Sales Supervisor to join and lead in our Roanoke, VA call center. In this position, you are responsible for driving call center sales as a primary delivery channel for all Cox residential services and product lines while ensuring customer satisfaction. Develops, implements, and leads sales strategies for Cox Communications and serves as a strategic partner in the overall operation of the organization. Exceed growth and profit objectives by maximizing the sales of individual and bundled Cox video, voice and data services to residential customers through multiple sales channels including inbound and outbound telemarketing, and in-house residential sales teams.

The qualified applicant will possess a Bachelor's degree and/or equivalent experience, 3 to 5 years experience as a Supervisor, ability to lead and motivate a high performance sales team to meet departmental goals, telecommunications experience highly preferred, strong leadership, team building, and interpersonal skills, public speaking and presentation experience, excellent written communication skills, experience with Microsoft Office applications, strong initiative and the ability to work autonomously. Spanish speaking skills a plus.

We provide an excellent benefits package to include immediate health insurance coverage, paid time off, retirement, 401(k), discounted Cox services, plus other employee incentives. The target total compensation (including base and commissions) is \$58,000.

**Transmission and Data Engineer II:**

This position is responsible for designing, developing and implementing the access and transport network architecture. Develop an integrated network architecture that is compatible with desired network requirements and is interoperable with existing and evolving hybrid fiber/coax (Cable TV) and backbone networks. Perform system audits to determine optimization needs and requirements. Accompanies Account Executives and Outside Sales Representatives on sales visits, performs site surveys, and makes product recommendations for voice, video and/or data solutions.

Salary: The total salary range for this position is \$49,000 - \$75,000.

**Transmission and Data Technician II:**

In this position, you will direct and schedule work assignments. Set-up, provision, and test/accept sonet & related equipment and fiber plant (splicing included). Coordinate & perform equipment installation to meet customer due dates (Will coordinate with IXC's, ILECs, CLECs, customer equipment vendors, and internal Cox departments). Troubleshoot and resolve customer and carrier circuit problems. Maintain network integrity, reliability and quality. Ensures complete customer satisfaction by communicating directly with the customer.

Salary: The total salary range for this position is \$36,000-\$54,500.

**Data Engineer II:**

This position is responsible for designing, developing and implementing the high-speed data network for commercial &/or residential services. Key areas of responsibility include developing integrated network architecture that is compatible with desired network requirements and are interoperable with existing and evolving hybrid fiber/coax (Cable TV) and backbone networks. Accompanies account executives and outside sales representatives on sales visits, performs site surveys, and makes product recommendations for voice, video, and/or data solutions.

Salary: The total salary range for this position is \$49,000 - \$75,000.

**Acquisition and Retention Specialist III**

Cox Communications is looking for an Acquisition and Retention Specialist III to join our Roanoke, VA Marketing and Sales Team. This position is responsible for developing marketing plans and strategies. Develops, implements and analyzes marketing programs designed to attract and retain customers for all product lines, including video, high-speed internet and residential telephony.

Requires a B.A. in marketing or an equivalent field; master's degree a plus. Must have at least 3 years work experience in marketing acquisition, customer segmentation, product positioning and marketing sciences. Previous work in sales environment helpful. Requires excellent computer literacy with the ability to extract and summarize data from a variety of sources including MS Word, Excel, and Access. Requires the ability to analyze consumer data, summarize findings in report form, and make appropriate recommendations. Requires strong analytical ability, accuracy and attention to detail. Requires organizational skills, the ability to prioritize workload and manage multiple projects.

For more info, contact Lemena at [lemena.thornton@cox.com](mailto:lemena.thornton@cox.com) or [apply online](#).